

Works Requirements

For

Scoil Cróine National School

At

Chapel Road, Dungloe, Co.Donegal F94 YV26

Contents

Section	Page
1. Project Brief	3
1.1 General	3
1.2 Cost of Preparations of Tender	3
1.3 Timeframe	3
2. General Requirements	3
2.1 Materials	3
2.2 Setting Out	4
2.3 Excavation	4
2.4 Backfilling	4
2.5 Temporary Works	4
2.6 Supply of Labour, Plant and Materials	4
2.7 Public Relations	4
2.8 The Contractors's Method Statement	4
2.9 Reporting to the Employer	5
2.10 Work Hours/Conditions	5
2.11 Site conditions during and post works	5
3. Health & Safety Requirements	5
3.1 General	5
3.2 PSCS	6
3.3 Emergency Telephone Numbers	6
3.4 Protective Clothing	6
3.5 Access & Egress	6
4. Insurance	6
5. Award Criteria	7
Contractor Declaration	8

1. Project Brief

1.1 General

The existing pitch is wet and unusable for spells of the year. The proposed pitch renovation works will help improve the drainage and allow for increased the use of the pitch by the students.

The client requires the services of a competent contractor to assist them with undertaking the pitch renovation works.

Successful Contractor will be appointed to under the Public Works Framework Agreement (PW-CF6).

All works need to be completed by latest end of November 2026 to ensure grant funding is recouped by the client.

1.2 Cost of Preparation of Tenders

The client will not be liable for any costs incurred by candidates in the preparation of tenders or applications or any associated work effort. It is the responsibility of the tenderer or applicant to ensure that they are fully aware and understand the requirements as laid down in this document. Tenderers or applicants will be responsible for any costs incurred by them in the event of them being required to attend for interview.

1.3 Timeframe

The successful contractor is to provide a programme to maximise efficiency for delivery of works and allow pitch quick recovery time. Project to be completed within 14 weeks from date of contract.

2. General Requirements

2.1 Materials

All materials required to carry out works shall be procured by the contractor unless otherwise agreed with the client.

2.2 Setting Out

The Contractor shall be responsible for setting out the Works. Setting out shall be carried out by means of equipment adequate to achieve the tolerances stated within the Contract Documents. Accuracy of setting out and subsequent construction shall be subject to routine inspection.

The Contractor shall make due allowance for the following:

Provision of adequate survey equipment and personnel sufficient to achieve the location and dimensional tolerances set out within this document.

2.3 Excavation

The Contractor is responsible for any ground water control measures for their excavations, that may be required and for supplying all associated equipment and manpower necessary and should be priced accordingly. The Contractor is responsible for the stability, protection and inspection of all excavations during the construction process, including all temporary work support systems.

2.4 Backfilling

The Contractor shall ensure all backfill operations are carried out in a manner so as not to overload or damage structures and in a safe manner.

2.5 Temporary Works

Provision and maintenance of all necessary access roads, ramps, scaffolds, temporary barriers, shoring, toe boards, safety rails, screens and any other temporary works required to complete the works. Provide and maintain temporary handrails to stairs and landings if required. Safety barriers will be designed and constructed to satisfy all current health, safety and environmental legislation.

2.6 Supply of Labour, Plant and Materials

The Contractor shall be responsible for the supply, delivery and handling of all materials, plant and equipment other than those items specifically stated in the pricing Documents as being supplied by the Employer. All equipment shall be fit for purpose, in accordance with international best practices and Irish regulations. The Contractor shall ensure that all materials for the Works are ordered in time to be delivered to the Site to achieve the agreed Contract Programme.

2.7 Public Relations

No information contained in the Contract documents or drawings, photographs or information concerning any work forming part of the Project shall be published unless previously approved by the Employer in writing.

2.8 The Contractor's Method Statement

The Contractor shall be required to submit a method statement for the Works prior to commencement. The method statement shall include but not be limited to the following:

- Works programme
- Logistical site planning
- Phasing plans showing sequence
- Plant and equipment plan
- Procurement programme giving milestone dates for works

2.9 Reporting to the Employer

The Contractor is to issue a monthly progress report, highlighting the previous months progress and the key activities and risks for the following months planned activities. The Contractor's Site management team may be required to attend monthly coordination and progress meeting.

2.10 Working Hours/Conditions

The Site is available for Monday – Saturday 08.00 – 18.00. The Contractor shall comply with all regulations imposed by the client.

2.11 Site conditions during and post works

- **CLEANING ON COMPLETION** - The site shall be left in clean and tidy condition on completion. All materials and plant shall be removed from site. The Contractor should note that the existing surfaced roads/paths to pitch must be left in the same condition as they are presently found.
- Temporary site fencing and gates as necessary to provide protection from entry to the work area by members of the public.
- All traffic management measures necessary to ensure the safety of the workforce and members of the public. The contractor's attention is drawn to the requirement to access the site through the existing 'Cope' carpark and as such it will be necessary to ensure that access and egress through this area and out to the public road is correctly managed.
- Roads and pathways are to be kept clean at all times. It will be the responsibility of the contractor to provide and maintain all necessary wheel cleaning measures.
- The Contractor shall be responsible to provide and maintain all necessary hard standing and suitable access ways within the site to enable completion of the Works.

3. Health & Safety Requirements

3.1 General

The Service Provider's attention is drawn to the obligations arising under the Safety, Health and Welfare at Work (Construction) (Amendment) Regulations, 2020 S.I. No. 102 of 2020 and any amendment thereof ('the Regulations'). The price inserted in the application form shall include for all costs that may be incurred by the successful Service Provider in complying with its obligations pursuant to the Regulations.

The tenderer or applicant will be required to submit its Safety Statement pursuant to Section 8 of the Safety Health and Welfare at Work Act 2005 and any evidence the Employer may reasonably require to prove competence to undertake the works. Please complete Health & Safety portion of application form.

The contractor is to be appointed as Project Supervisor Construction Stage (PSCS).

The Employer reserves the right to ask for the Contractor to remove from the project/works any personnel considered to be in breach of Health, Safety and Environmental regulations.

3.2 PSCS

The Contractor (or a company acting on their behalf) will be appointed as Project Supervisor for the Construction Stage for the duration of this contract. The Contractor (or a company acting on

their behalf) must fulfil all the duties and responsibilities of the PSCS under the Safety, Health and Welfare at Work (Construction) Regulations 2013

3.3 Emergency Telephone Numbers

The Service Provider shall maintain a list of emergency telephone numbers on all vehicles associated with this contract. Access to a telephone for operatives, drivers etc. shall be provided at all times.

3.4 Protective Clothing

The tenderer or applicant shall supply his operatives with approved protective clothing, gloves, boots, etc. in accordance with the requirements of the relevant safety legislation. The Service Provider shall ensure that his operatives wear these protection items at all times. In addition to the above, high visibility vests must be worn at all times.

The Contractor shall be responsible for the effective management and control of all aspects of Health and Safety, which are associated with the Works.

3.5 Access & egress

Contractor to ensure access to work site is secure during and post works (Pitch recovery time) from all members of the public.

4. Insurance

Insurances must be provided for in accordance with the contract and the limits set out in the Form of Tender and Schedule. Policies must indemnify the client for any loss incurred as a result of actions by the service provider. Service providers must submit, prior to award of the Contract, details of the terms of the insurance they propose to effect, or which they already hold and intend to use, to meet the requirements of the Contract.

If the levels of cover as outlined in the Form of Tender and Schedule are not presently in place, the service provider must submit a letter from their Insurance Company with their tender submission stating that the levels of cover will be put in place if a contract is awarded to them under the framework agreement.

Service providers shall have insurance and shall cover:

- a. Employers Liability in respect of his/her employees: €13,000,000.00
- b. Public Liability of €6,500,000.00 for any one accident claim

Insurance documents must specify indemnity & Include the non-vitiation Clause in both Employers & Public Liability Insurance.

5. Award Criteria

The basis of assessment of the tenders will be the lowest price.

Selection criteria will also be applied in this competition under the following headings:

1.	Experience	Pass/Fail
2.	Financial Standing	Pass/Fail
3.	Start & Completion dates	Pass/Fail
4.	Health & Safety	Pass/Fail
5.	<u>Result</u>	<u>Qualified/Eliminated</u>

Note: Tenderer to provide confirmation of compliance with all of the above items in the table below. Only tenderers who pass the Selection Criteria will be assessed in accordance with the Award Criteria.

(To be completed and returned as part of the tender)

Note: Incomplete details may exclude your tender from this competition

Supplier/Contractor Details

Name:	
Address:	
Telephone:	
Email:	
eTenders Reference:	

Selection Criteria Declaration

<u>No.</u>	<u>Selection Criteria</u>	<u>Details</u>	<u>Yes/No</u>
1.	Experience	Contractor to confirm that they have carried out projects of a similar nature, scale and complexity within the last 7 years (provide evidence or references with the tender)	
2.	Financial Standing	Contractor to confirm that they are of sound and stable financial standing and they have the financial resources to successfully execute and complete the contract	
3.	Completion Date	Contractor to be able to complete the works within 10 weeks from the date of the Letter of Acceptance	
4.	Health & Safety	Contractor to comply with all Health & Safety requirements and carry out the role of PSCS	
	Result	By Client	